Minutes of the Meeting of the Milford Haven Town Council held at the Sea Cadets Milford Haven Unit,
Havens Head Business Park, Milford Haven on Monday 8<sup>th</sup> April 2024 at 7:00 pm

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### **PRESENT**

The Mayor (Councillor Mrs C. Stevens)
The Deputy Mayor (Councillor W. D. Elliott BA QTS)

Councillors: K. Abbott Mrs N. Beavis-Morrissey

L. J. Bridges E. A. Davies DipSM FJOIFF

Miss K. F. Gray N. Harteveld C. Jones C. A. Sharp

D. R. Sinnett Mrs Y. G. Southwell

Miss T. Stevens

Mrs B. J. Fitzgerald, Town Clerk/Financial Officer Ms F. K. Galliford, Town Council Secretary

Two members of the public were also present.

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The Mayor of Milford Haven, Councillor Mrs C. Stevens, welcomed everyone to the Meeting of the Full Council.

### 364. APOLOGIES:

Apologies for absence were received from Councillors D. Abbott (family commitment), Miss V. Brown, G. Woodham MBA (Open) LL.B (Hons) (unwell) and M. Woodward (unwell).

# 365. <u>DECLARATIONS OF INTEREST:</u>

Councillor E. A. Davies DipSM FJOIFF declared a Personal Interest in *Agenda Item 8* – *Financial Matters* – *(b) Applications for Financial Assistance* – *St Katharine's Stratford Players* – as he is a member of the group.

### 366. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC:

No questions from members of the public had been received.

### 367. NEWS FROM THE MAYOR:

The Mayor advised that she did not have any news.

### 368. QUESTIONS WITHOUT DEBATE PURSUANT TO STANDING ORDER NO. 6:

No questions with debate pursuant to Standing Order No. 6 were received.

### 369. MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 25th MARCH 2024:

**RESOLVED THAT:** the Minutes of the Meeting of the Full Council held on 25<sup>th</sup> March 2024 be received and that they be signed by the Mayor as a true record.

# 370. <u>REVIEW OF MILFORD HAVEN TOWN COUNCIL'S FIDELITY GUARANTEE INSURANCE,</u> FINANCIAL REGULATIONS AND STANDING ORDERS:

A Member asked for clarification as to the date of the next Meeting of the Standing Orders Sub-Committee.

The Town Clerk, Mrs B. J. Fitzgerald, advised that this Meeting would be held on the evening of Monday 29<sup>th</sup> April.

**RESOLVED THAT:** this information be received.

# **FURTHER RESOLVED THAT:**

- (i) the Council's Fidelity Guarantee Insurance Cover which remains at £190,000 for 2024/2025 be accepted;
- (ii) the Council's Financial Regulations last considered by Council in 2023 be accepted;
- (iii) the Council's Standing Orders be considered following the Meeting of the Standing Orders Sub-Committee on Monday 29<sup>th</sup> April 2024.

## 371. FINANCIAL MATTERS:

### (a) <u>Acknowledgement of Donations</u>

Acknowledgements were received from The Conqueroars Atlantic Row 2025 (Precept Donation), Dyfed and Glamorgan Army Cadet Force (donation following their assistance at the Town Council's Christmas event in 2023), Gelliswick Community Choir (donation following their assistance at the Town Council's Christmas event in 2023), Milford Haven Sea Cadets and Royal Marines Cadets (General Donation), Milford Haven Sea Cadets and Royal Marines Cadets (donation following their assistance at the Town Council's Christmas event in 2023), Paul Sartori Foundation Limited (General Donation) and St Katharine's Stratford Players (donation following their assistance at the Town Council's Christmas event in 2023).

### (b) Applications for Financial Assistance

Before all of the six applications were considered, a Member sounded a note of caution as to the Council's General Donations budget of £4122 (£3000 for the financial year 2024-2025, with £1122 carried over from the financial

year 2023-2024). He suggested that Members be mindful of this figure when considering the evening's applications.

(i) Milford Haven Business Circle

**RESOLVED THAT:** a donation of £500 be made in accordance with the Milford Haven Town Council's powers under Section 145 of the Local Government Act 1972, upon a guarantee that the 'Founding Day' event on 8<sup>th</sup> June 2024 will be going ahead, and that this donation be used towards the event's entertainment only.

(ii) Pembrokeshire Coast National Park Trust

**RESOLVED THAT:** regret, no donation.

(iii) Pembrokeshire Disabled Bowlers Club

**RESOLVED THAT:** a donation of £100 be made in accordance with the Milford Haven Town Council's powers under Section 137 of the Local Government Act 1972.

(iv) Pembrokeshire Local Food Partnership (PLFP) (hosted by PLANED)

**RESOLVED THAT:** a donation of £100 be made in accordance with the Milford Haven Town Council's powers under Section 137 of the Local Government Act 1972.

(v) The Rotary Club of Milford Haven

**RESOLVED THAT:** a donation of £500 be made in accordance with the Milford Haven Town Council's powers under Section 137 of the Local Government Act 1972.

(vi) St Katharine's Stratford Players

**RESOLVED THAT:** a donation of £500 be made in accordance with the Milford Haven Town Council's powers under Section 145 of the Local Government Act 1972.

372. SCHEDULE OF ACCOUNTS - MARCH 2024:

**RESOLVED THAT:** the Schedule of Accounts for the month of March 2024 as presented by the Clerk in the sum of £34480.78 be accepted and approved for payment.

373. STATEMENT OF ACCOUNTS - MARCH 2024:

**RESOLVED THAT:** the Statement of Accounts for the month of March 2024 be received.

# 374. SUMMARY OF EXPENDITURE - APRIL 2023 TO MARCH 2024:

**RESOLVED THAT:** the Summary of Expenditure for the months of April 2023 to March 2024 be received.

# 375. COUNCILLOR ALLOWANCE:

Although this was not on the Agenda, a Member advised that he had experienced difficulty with HMRC following receipt of his Councillor Allowance. This difficulty has since been resolved, but the Member wished to raise awareness among his fellow Councillors.

**RESOLVED THAT:** this information be received.